

Charter Acknowledgement Letter
[OCC LOGO]

Date

Name

Title

Bank or company name

Street Address

City, State, Zip Code

Re: De Novo Charter Application
Name of Bank (Proposed), City State
OCC Control No.:

Dear *(Mr. or Ms.) Name*:

This is to acknowledge receipt of the application to charter a de novo bank, *(Name of Bank, City, and State)*. The application was received on *(date)*. *(Note: expand to include any other related applications received, e.g., branch, citizenship waiver, trust powers, etc.)*

*(If holding company sponsored **and** expedited)* Based upon our initial review, the application qualifies for expedited processing pursuant to 12 CFR 5.20(j). Unless we inform you otherwise, your application should be acted upon by *(date)*.

(Title, Name of Analyst) has been assigned your application. *(He/She)* has not completed a review of the application, but will contact you with any questions. *(He/She)* may be reached at *(phone number)* or by email at *(email address)*.

Please reference the OCC control number on any correspondence relating to the application. *(If applicable)* Please also copy the FDIC on significant correspondence.

Sincerely,

- *Signature* -

Name

Title

cc: Official File